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Projects to Retire EMPL

DPA is progressing on two projects that will allow us to retire EMPL. The first is to deploy CPPS as our system for recording transactions affecting employees and positions. The second project is a Human Resource Data Warehouse (HRDW) to archive and report both current and historical data on employees, positions, and the workforce.

This newsletter is intended to provide regular updates about these projects to the HR and Payroll community and others who have an interest in this work.

The earliest possible transition to a new system is the spring of 2005. The specific schedule is still to be determined.

Converting from EMPL to CPPS

The technical team is working on incorporating the system changes to meet the requirements identified by the user groups, including the programs to accomplish mass actions such as salary survey, pay for performance, and system maintenance studies. Other project teams are working on documentation, system security, and testing.

The User Testing group met for an orientation meeting on February 10th. Test cases are being developed for group to begin as the technical team releases modules for testing.

There is now a moratorium on programming changes to EMPL. Only changes truly essential to State business will be accepted. Requests will be evaluated on a case-by-case basis.

The section below called "New Features and Changes" has announcements of changes coming in the system.

Human Resources Data Warehouse

The Human Resources Data Warehouse (HRDW) project is in the procurement phase for the required software. The contract is being written at this time. We hope to have the software delivered in early April.

Development of the HRDW data model is continuing with the first cut nearing completion. The DoIT database staff is building the development environment and should have that completed well ahead of the delivery of the software.

Once the software is installed there will be a training period for the IT staff who will be administering the software, and developing data migration processes and reports. The training period is expected to take several weeks depending on availability of training staff, etc.

Please contact paula.amelon@state.co.us if you have any questions or concerns.

New Features and Changes

As changes are made and tested in the system they will be scheduled for release into production. The latest release included more customizations made for the conversion. A complete list of the changes announced to date can be found at http://www.colorado.gov/dpa/dhr/empl/EMPLretire.htm

All Personnel & Benefits Screens
    Action Code occurrence 2 has been replaced by the Action Subtype.

Personal Data (Screen 5)
- Veteran Type has been added to the screen. The Military Status field will be kept. This will allow for tracking data relevant to layoffs in the Classified system while keeping the current military status for other purposes.
- Veteran Time has been added to this screen.
- The I-9 Status Date has been returned to it's original purpose as the I-9 Expiration Date to support current I-9 requirements. The conversion of current values will be addressed separately.

Job Performance Data (Screen 9)
- Performance Data now includes a Reviewer as well as a Rating Supervisor.
- Increase Amount and Increase Percent have been removed.
- Position Number has been added to Performance Data.
- Probation Data has become Probation/Employee Status Data.
- Job Class has been added to Probation/Employee Status Data.
- Probation Last Action and Probation Last Action Date have been removed.

Questions & Answers

For questions or comments about these projects please feel free to contact any of the four people listed in the left column on the first page. With permission we may share your questions and the answers in this section in future editions.